

# CABLE AND COMMUNICATIONS ADVISORY COMMITTEE

## Meeting Minutes

**Date:** February 26<sup>th</sup>, 2008

**Committee Attendance:** Mark Berman, Kernan Chaisson, Yen-Ju Chen, Trish Evans, David Friedman, Grant Moy, Suzanne Weiss, and Ben Wu.

**Cable Office Staff:** Amy Wilson, Andrea Gardner, and Keith Watkins. **Absent:** Jay Boyar, Kelly Cameron, Nat Finkelstein, Gabriel Nmah, Joy Ragsdale, Jim Schleckser and Noreen Wells. **Guest/s:** Steven Emanuel and Richard Turner.

<i>Topic</i>	<i>Discussion</i>	<i>Response/Action</i>
1. Introduction	<ul style="list-style-type: none"> <li>Meeting began at 6:30 p.m.</li> <li>Amy introduced Steve Emanuel, Chief Information Office for the Department of Technology Services to the members of the CCAC committee. Steve further clarified his role and added that the Cable Office reports directly to the Office of the CIO.</li> </ul>	
2. Minutes	<ul style="list-style-type: none"> <li>Review of January meeting minutes.</li> </ul>	<ul style="list-style-type: none"> <li>Motion to approve as amended.</li> </ul>
3. Discussion	<ul style="list-style-type: none"> <li>Suzanne suggested the committee speak briefly on areas of importance prior to the discussion at the meeting with the County Executive. In addition to committee members, this discussion included participants.               <ol style="list-style-type: none"> <li>Continued support and funding of the Cable Office and the PEG Network</li> <li>Continue with the issuance of press releases very similar to the ones issued for the arbitration agreement and fines relating to customer service issues</li> <li>Sharing education for County citizens on the transition to digital. How best to notify the public with consideration to a location and the possibility of a Town hall meeting as a venue.</li> <li>Remind the CE that the committee's role as advisors to him</li> <li>The committee decided that Suzanne would make the introductory statement at the meeting with the County Executive and that Mark would make the presentation.</li> </ol> </li> </ul>	<ul style="list-style-type: none"> <li>See attached copy of the presentation to the County Executive.</li> </ul>
4. Amy Wilson, Cable Office	<ul style="list-style-type: none"> <li>Amy provided the committee with an overview of the following reports. See attached.               <ol style="list-style-type: none"> <li>Cable Office Report</li> <li>Press release: County releases details for District 4 Special Elections</li> </ol> </li> </ul>	<ul style="list-style-type: none"> <li>Steve recognized the Cable of Office and encouraged the committee to continue in its efforts to bring pertinent issues to his attention. He also asked that the committee continue to educate him in the area of cable technology.</li> </ul>
5. Richard Tuner, MCT and PEG Network	<ul style="list-style-type: none"> <li>Working on a central storage location on Stone Street for the mobile production vehicle. We are hopeful that all issues relating to this will be resolved by the end of March.</li> </ul>	

<p>Richard Tuner, MCT and PEG Network continued</p>	<ul style="list-style-type: none"> <li>• Provided input on budget requests particularly in the area of replacement equipment, working on a study of our digital equipment, evaluation of current and new equipment trends and needs for the future. Looking to get greater consolidation and standardization for that equipment.</li> <li>• There is also a study of MCT and broadly the PEG Network in relation to the county government in progress.</li> <li>• We have been recently notified that one of the satellite services that provide educational programming will be shutting down. The Anberg channel? Also noticed some shifting with the programming and as a result we are re-evaluating so as to avoid channel duplication.</li> <li>• Met the MFP committee on Feb 7 and working to re-evaluated strategic goals and objectives. In particular we are trying to refocus our goals on the executive priorities for outcomes and community. This will also include training for our PEG staff on outcomes and performance measures.</li> <li>• Work continues on the youth media project. Access Montgomery and Montgomery Community television are producing an after school program on identity which will start in March and be delivered in Spanish. This new programming approach will target after school students training them in video production techniques.</li> <li>• Currently responding to issues relating to the interactive media guide from Verizon. The program listings for all the PEG channels are not in the interactive guide on the box. This presents a PEG issue and a consumer issue which means there is no functionality in the DVR when a consumer is looking for our programming. Verizon has been notified and currently there is no technological solution to get PEG program listings on to the interactive media guide.</li> <li>• Recently completed Survey of PEG partners. Of the 7 who responded, 3 are currently providing listing electronically. We are working with the PEG partners to inform them how they can use the electronic listing services so that information is updated on a regular basis.</li> <li>• Richard addressed concerns over the PEG channel and IPTV technology with Cavalier's sub standard delivery of the channels. Suzanne asked if the question was ever posed to Cavalier about the different levels of service they offer. Mark asked the Cable Office if this could be put in the Franchise agreement. David added that we should ask Cavalier to provide the same level of service that the other providers give.</li> </ul>	<ul style="list-style-type: none"> <li>• Trish asked if this was the second time doing this type of project and Richard responded yes. The first was done at the Gilchrist Center but was not done in Spanish. This will be the first effort to deliver a full curriculum in Spanish for Access Montgomery.</li> <li>• Suzanne inquired if the committee could assist in this process. Richard responded he is waiting for a final response. Mark suggested inviting Verizon to the next committee meeting to inform the committee how Verizon plans to address this issue. Amy will review the franchise agreement.</li> <li>• Amy will check with consultants.</li> </ul>
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7. Old Business	<ul style="list-style-type: none"> <li>• Suzanne asked the committee if there were any issues they would like to bring forward if the County Council proceeds with the hearing on Cavalier's application. Discussion ensued with decision made to be visible as a committee at the work sessions.</li> <li>• Suzanne asked about inviting the providers and extending an invitation to the MFP committee to attend the next committee meeting.</li> <li>• Tentative MFP works session on Cavalier Franchise, March 6, 2008.</li> <li>• Extend an invitation to council members to attend the March meeting.</li> </ul>	<ul style="list-style-type: none"> <li>• Trish suggested that we wait and tackle the bulk of the agenda items before we invite the providers. Mark suggested the idea be put off until next month's meeting. Amy suggested extending the invitation to the Chair of the MFP Committee Duchy Trachtenberg.</li> </ul>
8. Adjournment	<ul style="list-style-type: none"> <li>• Meeting adjourned at 8:00 p.m.</li> </ul>	<ul style="list-style-type: none"> <li>• Next committee meeting scheduled for Tuesday, March 19<sup>th</sup> at 7:00 p.m. in the Council Office Building (COB) Room 3<sup>rd</sup> Floor Conference Room</li> </ul>

Submitted by: Andrea Gardner, Office Services Coordinator